

**CLEMSON UNIVERSITY STAFF SENATE**  
**Executive Committee**

September 25, 2012, 8:30 AM, 801 University Union

Minutes

**Members Present:** Deb Charles, Karen Countryman, Karen Erickson, Julie Jones, Beth Newton, Angela Nixon, Reba Kay-Purdessy, Julia Lusk, Carol Pike, Chris Sober, and Tina White

**Guest Present:** John Mueller

President Julia Lusk called the meeting to order.

1. **Approval of Minutes:** Karen Countryman moved to approve the minutes of the May 29, 2012 and August 28, 2012 Staff Senate Executive Committee meetings as written. Chris Sober seconded the motion and the vote was unanimous. The minutes were approved.
2. **President's Reports**
  - A. **Academic Council** – The Council met on September 19<sup>th</sup>. Deb Charles represented the Staff Senate at that meeting.
  - B. **Board of Trustees** - Reports are due to the CFO no later than September 28, 2012 for the October meeting.
  - C. **Faculty Senate Budget Accountability** – The group reviewed results from the compensation study completed by Huron.
  - D. **President's Cabinet** – 1) The United Way campaign kickoff is October 30<sup>th</sup> and this year represents the 50<sup>th</sup> year of integration at Clemson. 2) The City of Clemson announced that the bridge replacement project is delayed due to issues Amtrak has with the passenger loading area. Also, CAT placed four new buses into service on the Red Route and another bus has been ordered. 4) The Joint City University Advisory Board's regatta is scheduled for October 27<sup>th</sup>.
  - E. **Other:**
    1. **Administrative Council**, John Mueller for Michelle Piekutowski. The Council has finished their work on compensation and has now switched their focus to the upcoming Board of Trustees meeting.
    2. **Human Resources**, John Mueller. 1) Renovations at the Administrative Services Building are progressing well and HR should be moving back to ASB soon. 2) Everyone is encouraged to attend the Benefit Fair on October 9<sup>th</sup> and to look for information on an upcoming retirement seminar. 3) HR is also registered in the regatta. Everyone is excited about the event.
    3. **Legislative Update**, Deb Charles. No update.
3. **Financial Update**, Karen Erickson. No significant changes to report.
4. **Committees**
  - A. **Standing**
    - 1) **Activities**, Julie Jones. The committee is primarily focusing on staffing the promotional tables scheduled across campus.
    - 2) **Communications**, Angela Nixon and Reba Kay-Purdessy.
      - Benefits Fair – Communications will send out a reminder to all volunteers prior to the event and make arrangements for popcorn. Scholarship has prizes for those who enter into the Staff Senate drawing. All employees that support the scholarship fund

through payroll deduction will be eligible to participate. Scholarship will also promote the Sprint for Success 5K.

3) **Membership**, Karen Countryman. No report.

4) **Policy and Welfare**, Chris Sober. No report.

5) **Scholarship**, Beth Newton and Carol Pike.

- Sprint for Success 5K – Work continues on all aspects of the event.

**5. Unfinished Business**

A. **Collaborative Event – November 13th**, Julia Lusk. This is an informal meeting. Lunch will be provided.

**6. New Business**

A. **Compensation Plan Discussion**, Group. Staff members will be encouraged to send general questions to HR. Julia Lusk will follow-up with Michelle Piekutowski as to the status of the market analysis referred to in the meeting.

B. **September 19<sup>th</sup> Senate Meeting** – Deb Charles moved to forgive any absences for the September 19<sup>th</sup> Senate meeting. Karen Countryman seconded the motion and the vote was unanimous.

**7. Announcements**

A. **Benefits Fair/October 9<sup>th</sup> Senate Meeting** - The date and time of the Benefits Fair conflicts with the October 9<sup>th</sup> meeting. The October 9<sup>th</sup> Senate meeting has been rescheduled to October 23<sup>rd</sup> so everyone can participate in the Benefits Fair and Senate meeting.

B. **Student Farm Tour, Tuesday, October 2<sup>nd</sup>, 2:30 p.m.** - The Faculty Senate invited the Staff Senate to join them for a tour of the Student Organic Farm on Tuesday, October 2, 2012, 2:30 p.m.

**8. Adjournment:** There being no further business to discuss, the meeting adjourned.

**Next Meeting:** Tuesday, October 30, 2012, 8:30 a.m., 801 University Union